



**Minutes of the General Council Meeting
held on Tuesday, 13 May 2025 at 6.30 pm
Council Chamber, Council Administration Centre
245 Sturt Road, Sturt**

PRESENT

His Worship the Mayor Kris Hanna
Councillor Joseph Masika
Councillor Nathan Prior

Councillor Luke Naismith
Councillor Jason Veliskou
Councillor Sarah Luscombe

Councillor Jayne Hoffmann
Councillor Matt Taylor
Councillor Renuka Lama
Councillor Jana Mates
Councillor Amar Singh
Councillor Ian Crossland

In Attendance

Acting Chief Executive Officer - Tony Lines
General Manager City Services - Angela Allison
Acting General Manager Corporate Services - Kate McKenzie
General Manager City Development - Ben Keen
Chief Financial Officer - Ray Barnwell
Manager Office of the CEO - Sarah Vinall
Governance Officer - Amey Johnson

1 Open Meeting

The Mayor opened the meeting at 6.31pm.

2 Kaurna Acknowledgement

We acknowledge the Kaurna people, the traditional custodians of this land and pay our respects to their elders past and present.

3 Disclosure

All persons in attendance are advised that the audio of this General Council meeting will be recorded and will be made available on the City of Marion website.

4 Council Member Declaration of Interest (if any)

The Chair asked if any member wished to disclose an interest in relation to any item being considered at the meeting

The following interests were disclosed:

- Councillor Luscombe declared a general conflict of interest in relation to item *City of Marion Building Asset Strategy (CoMBAS) – 2025/26 Implementation Guide*

- Councillor Singh declared a material conflict of interest in relation to item *Review of Mobile Food Vendor Locations*

Order of Agenda

The Mayor sought and was granted leave of the meeting to vary the order of the Agenda to consider item 11.1 *Public Submissions on the Draft Annual Business Plan 2025 – 2026* next on the Agenda and to consider item 10.1 *Cover Report – City of Marion Building Asset Strategy (CoMBAS) – 2025/26 Implementation Guide* after Corporate Reports for Information/Noting.

11.1 Public submissions on the Draft Annual Business Plan 2025-2026

Report Reference GC250513R11.1

The Mayor opened the item and invited any member of the public to comment on the Annual Business Plan and Budget and make a submission during the next 60 minute period, commencing at 6.33pm.

The item will resume at the conclusion of this period.

5 Confirmation of Minutes

5.1 Confirmation of Minutes of the General Council Meeting held on 22 April 2025

Report Reference GC250513R5.1

Item not considered.

6 Adjourned Items - Nil

7 Deputations - Nil

8 Petitions - Nil

9 Committee Recommendations - Nil

11 Corporate Reports for Decision

11.2 Marion Holiday Park Encroachments

Report Reference GC250513R11.2

Moved Councillor Lama

Seconded Councillor Hoffmann

That Council:

1. Undertake a period of community engagement in accordance with Council's Public Consultation Policy, in relation to a proposal to grant a further licence to Marion Holiday Park for a term of 10 years, at market rent, for the purpose of the existing encroachments on the portion of Certificate of Title Volume 5781 Folio 119 as indicated on the plan in this report, noting that the encroachments will be required to be removed prior to the end of the 10-year term.
2. Notes that a further report will be presented to a General Council Meeting following the conclusion of the community engagement period to consider the feedback received from the community.

Carried Unanimously

Moved Councillor Masika**Seconded Councillor Lama**

That Council:

1. Seeks an agreement as part of the new licence that Marion Holiday Park will continue the maintenance of the reserve between their property and the riparian zone.

Carried

6.56pm Councillor Veliskou left the meeting

6.57pm Councillor Veliskou re-entered the meeting

11.3 SRWRA Draft Budget Report**Report Reference** GC250513R11.3**Moved Councillor Luscombe****Seconded Councillor Taylor**

That Council:

1. Advises the Southern Region Waste Resource Authority (SRWRA) that it supports the Draft 2025-26 Annual Business Plan and Budget (Attachment 1).

Carried Unanimously

Councillor Singh declared a material conflict of interest in the item *Review of Mobile Food Vendor Locations* as he owns a food truck business that operates within the City of Marion and will leave the meeting for the item.

7.00pm Councillor Singh left the meeting

11.4 Review of Mobile Food Vendor Locations**Report Reference** GC250513R11.4**Moved Councillor Veliskou****Seconded Councillor Lama**

That Council:

1. Undertake a period of community engagement in accordance with the Public Consultation Policy, in relation to the proposed changes to the pre-approved Mobile Food Vendor Locations and new proposed Permit Conditions outlined in this report and Attachment 2 including a proposed dedicated site at Glandore Oval on community land.
2. Notes that a further report will be presented to a future General Council meeting following the conclusion of the community consultation process.

Carried Unanimously

7.13pm Councillor Singh re-entered the meeting

Moved Councillor Prior**Seconded Councillor Mates**

That the following items be moved en bloc

- 11.5 Annual Review of Schedule of Delegations 2025
- 12.1 Questions Taken on Notice Register
- 12.2 Corporate and CEO KPI Report – Q3 Results

Carried Unanimously

11.5 Annual Review of Schedule of Delegations 2025

Report Reference GC250513R11.5

Moved Councillor Prior**Seconded Councillor Mates**

That Council:

1. Resolves to grant the delegation of powers and functions of the Council as provided for in the attached instrument of delegation (Attachment 1) and as set out in the attached Table of Delegated Functions and Powers (Attachment 2)
2. Notes that a full list of the Delegations and Sub-Delegations of the CEO will be made available on the City of Marion website.

Carried Unanimously

12 Corporate Reports for Information/Noting**12.1 Questions Taken on Notice Register**

Report Reference GC250513R12.1

Moved Councillor Prior**Seconded Councillor Mates**

That Council:

1. Notes the report 'Questions Taken on Notice Register'.

Carried Unanimously

12.2 Corporate and CEO KPI Report – Q3 Results

Report Reference GC250513R12.2

Moved Councillor Prior**Seconded Councillor Mates**

That Council:

1. Notes the FY24/25-FQ3 results contained within the attachments.

Carried Unanimously

Order of Agenda

The Mayor sought and was granted leave of the meeting to vary the order of the Agenda to consider item *10.1 Cover Report – City of Marion Building Asset Strategy (CoMBAS) – 2025/26 Implementation Guide* after Questions with Notice.

13 Workshop / Presentation Items - Nil**14 Motions With Notice****14.1 Leave of Absence - Cr Masika****Report Reference** GC250513M14.1**Moved Councillor Masika****Seconded Councillor Hoffmann**

That Councillor Masika be granted leave of absence for the General Council Meetings to be held on 24 June 2025 and 22 July 2025 due to unavoidable circumstances.

Carried Unanimously

7.18pm Councillor Masika left the meeting

14.2 Irrigation**Report Reference** GC250513M14.2**Moved Councillor Crossland****Seconded Councillor Naismith**

That Council

1. Notes that at the 8 April Infrastructure and Environment Committee meeting a report was requested to the 24 June General Council meeting relating to the revised irrigation support tool matrix relating to the 53 proposed open space sites and requests that this report is deferred and prepared for the 22 July General Council meeting.

Carried Unanimously

7.28pm Councillor Mates left the meeting

7.29pm Councillor Naismith left the meeting

7.30pm Councillor Mates re-entered the meeting

7.30pm Councillor Naismith re-entered the meeting

14.3 Sustainable Financial Management and Sustainable Procurement**Report Reference** GC250513M14.3**Moved Councillor Luscombe****Seconded Councillor Lama**

That Council:

1. Notes that future climate related financial disclosure statements are likely to be required, however are not currently mandatory for Local Government, as described in the Climate Governance Assessment.

2. Notes that the Climate Governance Assessment will be presented to FRAC meeting held on 3 June 2025.
3. Notes that sustainable purchasing will be considered within the review of the *Climate Change Policy* and *Procurement and Contract Management Policy* to be presented for discussion at a Council Forum in July 2025.

Carried Unanimously

7.31pm Councillor Masika re-entered the meeting

15 Questions With Notice

15.1 AI use in Council

Report Reference	GC250513Q15.1
Council Member	Councillor – Nathan Prior

QUESTION

Are other councils using AI for council functions and if so, please outline which one(s) and where/how AI is being used to add value.

Following on, are there areas where Marion Council can use AI to improve processes given experiences of other comparable councils.

SUPPORTING INFORMATION

Nil

Response Received From	Chief Information Officer - Marcel Althoff
Corporate Manager	N/A
General Manager	Acting General Manager Corporate Services – Kate McKenzie

STAFF COMMENTS

The City of Marion has developed an AI Policy and Strategy that reflects a deliberate and responsible approach to the adoption of artificial intelligence. This framework guides our efforts to integrate AI in a way that supports service improvement while managing risk and ensuring ethical use.

As part of this strategy, more than 30 ChatGPT licenses have been allocated to support and streamline internal administrative processes. These are complemented by the use of AI-enabled tools such as Fireflies.ai for automated minute-taking, improving efficiency in meetings and documentation.

We are currently progressing through a tender process for a new Human Resources Information System (HRIS), where shortlisted respondents are actively demonstrating how AI can enhance system capabilities. This is providing valuable insight into the practical benefits of AI integration in workforce and HR management.

The City is intentionally taking a measured and informed approach, focusing on building internal capability, monitoring technological developments, and learning from the experiences of other councils. Although no customer-facing AI applications have been implemented at this stage, we are exploring their potential through a number of Proof-of-Concept initiatives—such as the use of AI chatbots to assist with Justice of the Peace (JP) service enquiries.

There are several Australian local councils are actively leveraging artificial intelligence (AI) to enhance their operations and service delivery. These implementations offer valuable insights for the City of Marion in South Australia to consider.

Examples of AI Use in Australian Local Councils

1. **City of Sydney (NSW)**

The City of Sydney has integrated AI into its e-planning system to expedite the review process for Complying Development Certificates. The AI tool swiftly identifies non-compliant segments in applications, providing immediate feedback to applicants and thereby enhancing the efficiency of the planning department.

2. **Shoalhaven City Council (NSW)**

Facing extensive road maintenance challenges, Shoalhaven City Council employs AI technology mounted on garbage trucks to scan and record road defects, such as potholes. This system has enabled the council to identify and address over 10,000 issues within three months, significantly improving road safety and maintenance efficiency.

3. **Canterbury-Bankstown Council (NSW)**

To combat the problem of abandoned shopping trolleys, Canterbury-Bankstown Council has implemented AI-powered cameras on street sweepers. Since its deployment, the system has detected nearly 20,000 instances of abandoned trolleys, aiding in cleaner public spaces and more efficient resource allocation.

4. **City of West Torrens**

The City of West Torrens has showcased its use of sophisticated AI tools to improve community services. While specific applications were not detailed, their participation in national forums highlights their commitment to leveraging AI for better service delivery.

5. **South Australian State Government Initiatives**

Although not a local council, the South Australian Government's adoption of AI technologies sets a precedent for local councils:

- **AI in Urban Planning:** The government has introduced AI technology to streamline the approval process for detached dwellings in greenfield areas. This system allows users to submit CAD drawings, which are then automatically evaluated against planning criteria, providing near real-time feedback. This innovation significantly reduces assessment times, enabling planning professionals to focus on more complex applications.
- **AI-Powered Traffic Management:** A trial involving AI-driven road cameras is underway to alleviate traffic congestion. These cameras analyse traffic patterns and adjust traffic light cycles accordingly, aiming to reduce delays and improve transport efficiency.

Opportunities for the City of Marion

Given these examples, the City of Marion could explore the following AI applications:

- **Administrative Workflow:** Implement AI-powered tools to assist routine administrative tasks such as data entry, document management, meeting transcription, and internal service request via Chat-GPT. This enhances accuracy, reduces processing time, and frees up administrative staff to focus on higher-value work.
- **Customer Service:** Deploy AI-powered chatbots on the council's website to handle routine inquiries, freeing up staff to focus on more complex tasks and improving overall service delivery.

- **Community Engagement:** Integrate platforms like MyLocalService to empower residents to report issues easily, improving responsiveness and fostering community involvement.
- **Urban Planning and Development:** Implement AI tools to streamline the assessment of development applications, ensuring faster processing times and improved compliance checks, similar to the City of Sydney's approach.
- **Infrastructure Maintenance:** Adopt AI-driven monitoring systems to proactively identify and address road defects or other infrastructure issues, enhancing maintenance efficiency and public safety, as demonstrated by Shoalhaven City Council.
- **Waste Management:** Utilize AI to monitor waste collection routes and identify areas with frequent illegal dumping or abandoned items, enabling targeted interventions and cleaner communities.

Support and Resources

The Local Government Association of South Australia (LGA SA) is developing an AI adoption toolkit to assist councils in implementing AI technologies responsibly and effectively. This toolkit will provide practical frameworks, assessment tools, and guidelines tailored to local government needs.

11.1 Public submissions on the Draft Annual Business Plan 2025-2026

Report Reference GC250513R11.1

7.33pm The item resumed at the conclusion of the one hour allocated period. It is noted that no formal submissions were received during this period.

Moved Councillor Crossland

Seconded Councillor Prior

That Council:

1. Notes that the meeting was open for any public representation for one hour, during which no verbal submissions were made and that a further report on public consultation will be presented to Council at the meeting to be held on 27 May 2025.

Carried Unanimously

10 Confidential Items

10.1 Cover Report - City of Marion Building Asset Strategy (CoMBAS) - 2025/26 Implementation Guide

Report Reference GC250513F10.1

Moved Councillor Crossland

Seconded Councillor Mates

1. Pursuant to Section 90(2) and (3)(b) of the Local Government Act 1999, the Council orders that the public be excluded from attendance at that part of this meeting relating to Agenda Item GC250513F10.1 – City of Marion Building Asset Strategy (CoMBAS) 2025/26 Implementation Guide except the following persons: Chief Executive Officer, Chief Financial Officer, General Manager City Development, General Manager City Services, General Manager Corporate Services, Manager Office of the CEO, Manager City Property, Manager City Activation, Unit Manager Property Strategy and Delivery, Property Asset Planner, Project Manager Infrastructure, Unit Manager Governance and Council Support and Governance Officer, Media and Engagement Advisor and Unit Manager Engagement, Media and Events, to enable the Council to consider the Item in confidence on the basis the Council considers it necessary and appropriate to act in a

meeting closed to the public (excepting those persons listed above) in order to receive, discuss or consider in confidence the following information or matter relating to the City of Marion Building Asset Strategy 2025/26 Implementation Guide , upon the basis that the Council is satisfied that the requirement for the meeting to be conducted in a place open to the public has been outweighed by the need to keep consideration of the matter confidential given the information relates to commercial information including financial figures detailing projected costs of projects yet to be publicly tendered and concept designs, the disclosure of which could reasonably be expected to infer a commercial advantage on a third party and prejudice Council's commercial position.

2. Notes the disclosure of this information would, on balance, be contrary to the public interest because it could infer a financial advantage to a third party when the project is opened to tender and impair the tender process.
3. Determines, on this basis, the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep consideration of the information or matter confidential.

Carried Unanimously

7.33pm the meeting went into confidence

Moved Councillor Veliskou

Seconded Councillor Crossland

That Council:

1. Pursuant to section 91(7) of the Local Government Act 1999, orders that the following document(s) relating to Agenda Item GC250513F10.1 – City of Marion Building Asset Strategy (CoMBAS) 2025/26 Implementation Guide shall be kept confidential, except when required to effect or comply with Council's resolution(s) regarding this matter, being document(s) relating to a matter dealt with by the Council on a confidential basis under sections 90(2) and 90(3)(b) of the Act:
 - Report - GC250513F10.1 – City of Marion Building Asset Strategy (CoMBAS) 2025/26 Implementation Guide
 - Attachment 1 – 2025- 2035 CoMBAS Implementation Guide (as at 25 March 2025)
 - Attachment 2 – 2025-2035 CoMBAS Implementation Guide (as at 25 March 2025) – Public Version
 - Attachment 3 – 2025- 2035 CoMBAS Implementation Guide (as at 13 May 2025)
 - Attachment 4 – 2025-2035 CoMBAS Implementation Guide (as at 13 May 2025) – Public Version
 - Minutes - GC250513F10.1 – City of Marion Building Asset Strategy (CoMBAS) 2025/26 Implementation Guide

on the grounds that the document(s) relates to information the disclosure of which could reasonably be expected to provide a commercial advantage on a third party and prejudice Council's commercial position.
2. Notes the disclosure of this information would, on balance, be contrary to the public interest because it could infer a financial advantage to a third party when the project is opened to tender and impair the tender process.
3. Determines this order shall operate until it is revoked and will be reviewed every 12 months.
4. Pursuant to section 91(9)(c) of the Local Government Act 1999, delegates to the Chief Executive Officer the power to revoke this order in whole or part.

Carried Unanimously

7.37pm the meeting came out of confidence

16 Motions Without Notice**17 Questions Without Notice****18 Other Business****19 Meeting Closure**

The meeting was declared closed at 7.37pm.

CONFIRMED THIS 27 DAY OF MAY 2025

CHAIRPERSON